

**DODGE COUNTY
AUDIT COMMITTEE MEETING
127 E. OAK STREET
COUNTY BOARD ROOM, 4TH FLOOR, ADMINISTRATION BUILDING
JUNEAU, WI 53039
June 2, 2016**

By roll call, members present: Adelmeyer, Bennett, Hilbert, Nickel and Stousland . Also present was Mary Muskovitz, Administrative Assistant; Makenzie Drays, Sr.Accountant, Finance Department

Members absent: None

Meeting called to order at 8:00 a.m. by Chairman Nickel

Muskovitz certified the public notice given for this meeting complies with the requirements of Wisconsin's open meetings law.

Public Comment: None

Motion by Adelmeyer, seconded by Hilbert to approve the minutes of May 19, 2016. Motion carried.

Committee member reports: None

Old Business: Why Clearview – Sysco bills are paid weekly. They do this in order to get 1% discount.

Drays lead the review of the May US Bank Purchase Card random audit of Department Head purchases. Committee members picked a random sampling of card holders, were shown a list of the purchases and the backup for the selected purchases.

Motion by Stousland, seconded by Adelmeyer to allow payment of Clearview vouchers Batch #187019 in the sum of \$31,556.43 as shown on the accounts payable listing on file in the Finance Department. Motion carried.

Motion by Bennett, seconded by Hilbert to approve payment of Employee Expenses on Payroll check dated 05/20/16 for \$13,004.93 as shown on the accounts payable listing on file in the Finance Department. Motion carried.

Motion by Stousland, seconded by Adelmeyer to allow payment of vouchers in Batch #186937 for \$81,919.32 as shown on the accounts payable listing on file in the Finance Department. Motion carried.

Motion by Hilbert, seconded by Stousland to accept payment of US Bank Purchase Card Batch #186591 for \$172,982.85 as shown on the accounts payable listing on file in the Finance Department. Motion carried.

Motion by Bennett, seconded by Hilbert to accept the payment of Miscellaneous vouchers paid in the

amount of \$16,890.18 for Batches #186664, 186833, and 186844 as shown on the accounts payable listing on file in the Finance Department. Motion carried.

The next regular meeting of the Audit Committee is scheduled for June 16, 2016 at 8:00 a.m. in Room 4A

Motion by Stousland, seconded by Bennett to adjourn. Motion carried. Meeting adjourned at 8:35 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Glenn Stousland", written in a cursive style.

Secretary

Glenn Stousland

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.